

CLAY COUNTY COMMITTEE OF THE WHOLE

Tuesday, April 8, 2003

8:30 a.m.

Family Service Center of Clay County - Room #4

M I N U T E S

The Clay County Committee of the Whole met in regular session on Tuesday, April 8, 2003, with all commissioners present: Brunsvold, Campbell, Evert, McCarthy, and Waller.

APPROVAL OF AGENDA

On motion by McCarthy, seconded by Campbell, and unanimously carried, the agenda was approved with the following additions:

- Videotapes: Governor Pawlenty's budget proposal
- Wellhead protection area, 60 day comment period
- WACCO - Meth Lab Training Session

CITIZENS TO BE HEARD

There were no citizens present who wished to address the Committee.

PRESENTATION: WEST CENTRAL AG SERVICES

Mr. Jesse McCollum and Mr. Jerome Sirjord, representing West Central Ag Services, were present to request that CSAH 34 be designated a 10 ton road in order to handle the traffic to their grain/soy beans/beet handling and seed facility in Ulen. A 35,600 ton fertilizer plant expansion for both wholesale and retail sales is planned in 2003, and will increase traffic even more. West Central Ag Services has worked with Burlington Northern and Santa Fee Railway Company to develop a shuttle station which provides benefits to the producers in the local market (4000 cars were loaded last year). Mr. McCollum stated that West Central Ag Services currently has 30 full time employees, with plans to hire 30 more.

County Engineer Jack Cousins stated that CSAH 34 is designated 10 ton at the present time, except in Felton from the railroad to T.H. 9, and through Ulen, which is designated 9 ton per axle, (but actually may be higher than that). He added that in order for this designation to occur, approval would have to be obtained from the MN Department of Transportation. He added that CSAH 34 is scheduled to be graded this year, with paving next year. He felt a road rating could be done at that time to determine the road rating as proof for MnDOT. He stated that this request is something new for Clay County.

Commissioner Evert commented that the Association of Minnesota Counties (AMC) has a goal for counties to improve their roads to 10 ton over the next few years. He cautioned that CSAH 34 will not be the only place in the County where 10 ton status will be requested.

Mr. McCollum commented that the condition of CSAH 34 is bad right now, and they are losing volume because of its condition. He was hopeful that the construction project would stay on schedule.

Commissioner Brunsvold inquired if the work on CSAH 34 could be moved up a season. Mr. Cousins stated that grading and paving should not be done the same year. Mr. McCollum

commented that if the road could be designated 10 ton prior to the 2005 harvest, that would help a great deal.

Consensus of the Committee was that it would be helpful if the road rating on the 9 ton areas could be done now, rather than wait two years.

Commissioner McCarthy felt this is an opportunity for Clay County to do something positive for Economic Development, and the County should assist in every way possible.

Commissioner Waller felt the grading and paving of CSAH 34 should stay on schedule and even be expedited, if possible. Mr. Cousins expressed concern that there may be problems with right of way acquisition and/or delays involving U. S. Fish & Wild Life and/or Department of Natural Resources properties.

On motion by Campbell, seconded by Waller, and unanimously carried, the Committee recommended that the County Board refer this issue to the Highway Project Tracking Committee and authorize the County Engineer to proceed with road rating this year.

Commissioner Waller commented that 10 ton designation may set a precedent for future requests in other parts of the County, but added that West Central Ag Services' financial commitment to their facility and the overall economic impact justifies this particular request. Commissioner Campbell agreed in that each request would have to stand on its own merit.

REVIEW BIDS RECEIVED 4/1/03 FOR HIGHWAY DEPARTMENT EQUIPMENT

Motor Grader - County Engineer Jack Cousins informed the Committee that in tabulating the four bids for the lease purchase of a motor grader which were opened April 1st, RDO Equipment Company and General Equipment and Supplies each had a couple items which did not meet bid specifications. He recommended accepting the low qualifying bid of Butler Machinery Company for a Caterpillar 140H, with snow package and air seat, for their low bid of \$171,608, 5 yearly payments of \$20,111.94.

Representatives from RDO Equipment Company were present to comment that in their opinion the weight and horse power that Mr. Cousins specified are not relevant to the usage for the County. Mr. Cousins stated that he tabulates the bids per the information (brochure) that is given him by the bidders. He added that all bids which meet specs are viable bids.

Commissioner Campbell inquired as to why the specs for horse power have increased from 150 to 165 in recent years. Mr. Cousins replied that the majority of the companies in the industry started increasing their horse power. Commissioner Campbell questioned whether or not the County was hampering itself for getting good bids in the future by increasing specifications which were acceptable in the past.

Commissioner Waller commented that department heads are asked to come up with minimum specifications, and the bidders must meet those specifications. Commissioner Evert felt that equipment is always changing for the better.

An RDO representative questioned if the specifications were written to eliminate every bidder except one. Mr. Cousins stated there were not.

On motion by Waller, seconded by McCarthy, the Committee recommended that the County Board award the bid for lease/purchase of a motor grader to Butler Machinery Company per their low bid, as recommended by the County Engineer. The motion carried with Brunsvold and Campbell opposed.

Commissioner McCarthy noted that the sole criteria for the lease/purchase has traditionally

been the annual yearly rental rate, however if you look at the long term, another bidder is low. Commissioner Evert commented that another consideration should be the value of the equipment when it is time to sell it.

Sign Truck Chassis - Mr. Cousins commented that of the two bids received for the sign truck chassis which were opened April 1st, the Wallwork Truck Center bid did not meet specs. He recommended accepting the Hall GMC, Inc., bid in the amount of \$25,705.00 (less trade-in of \$3900), for a net bid of \$21,805.00.

On motion by Campbell, seconded by Brunsvold, and unanimously carried, the Committee recommended award for the Sign Truck Chassis per the low qualifying bid of Hall GMC, Inc. as listed above, and as recommended by the County Engineer.

SAP 14-611-40 CSAH 11 Grading - Mr. Cousins informed the Committee that of the ten bids received for the SAP 14-611-40 CSAH 11 Grading project which were opened April 1st, the low bid was submitted by Riley Brothers Construction, Morris, MN, \$324,579.95.

On motion by Campbell, seconded by McCarthy, and unanimously carried, the Committee recommended that the County Board award the bid for the SAP 14-611-40 CSAH 11 Grading project to the low bidder, Riley Brothers Construction, as recommended by the County Engineer.

Seal Coat Projects - Mr. Cousins informed the Committee that upon tabulating the three bids for the Seal Coat Projects, an error was discovered in the Morris Sealcoat & Trucking Inc. bid, resulting in a bid of \$179,468.46 for that firm (approximately \$15,000 less than what was read April 1st). Mr. Cousins subsequently contacted Morris Sealcoat to see if they wanted to withdraw their bid, but they decided to let it stand.

On motion by Waller, seconded by Brunsvold, and unanimously carried, the Committee recommended that the County Board award the Seal Coat project to Morris Sealcoat & Trucking, Inc. for their low bid of \$179,468.46.

Co. Rd. 93 Bituminous Paving - Mr. Cousins informed the Committee that upon tabulating the four bids for the County Road 93 Bituminous Paving project, the low bidder was determined to be Central Specialties, \$55,619.00.

On motion by Waller, seconded by Campbell, and unanimously carried, the Committee recommended that the County Board award the County Road 93 Bituminous Paving project to Central Specialties for their low bid of \$55,619.00.

REVIEW QUOTATIONS RECEIVED 3/31/03 FOR HIGHWAY DEPARTMENT EQUIPMENT

Sign Truck Chassis - On motion by Brunsvold, seconded by Waller, and unanimously carried, the Committee recommended that the County Board award the quote for purchase of components for the Sign Truck Chassis to Bert's Truck Equipment, Inc., for their low quote of \$27,994.00, as recommended by the County Engineer.

10.5' Rotary Mower - On motion by Waller, seconded by McCarthy, and unanimously carried, the Committee recommended that the County Board award the quote for the purchase of a 10.5' Rotary Mower to Clay-Becker Implement, for their low quote of \$3,950.00, as recommended

by the County Engineer.

Equipment Trailer - On motion by Waller, seconded by Brunsvold, and unanimously carried, the Committee recommended that the County Board award the quote for the purchase of an Equipment Trailer to Visto's Trailer Sales, per their low quote of \$3500.00, as recommended by the County Engineer.

QUARTERLY UPDATE RE: SHERIFF'S DEPARTMENT

Sheriff Bill Bergquist, Chief Deputy Sheriff Craig Baker, and Lt. Jerome Thorsen informed the Committee that the Sheriff Department's final numbers for 2002 indicate that the Department was \$129,896 under budget (See Attachment "A").

The Committee reviewed the 2003 financial report for the Sheriff's Department for the first quarter, indicating that they are slightly under budget.

Sheriff Bergquist informed the Committee that separate line items have been created for the DARE funds (donations and fine money) and Work Detail donations.

The Committee was appreciative of the report and the effort of staff to keep expenses in check.

UPDATE RE: JOINT DISPATCH CENTER

Sheriff Bill Bergquist and Police Chief Grant Weyland were present to provide information regarding Social Services' concerns with background checks and the assumption that these would no longer be conducted by the Red River Regional Dispatch Center staff. Dispatch Director Kathy Colvin has contacted the Bureau of Criminal Apprehension and found they are willing to share access for Social Services to conduct their own background checks with their own computer and staff.

With respect to concerns from rural Clay County residents as to their service level with the new Dispatch Center, Chief Weyland commented that a meeting was held involving the rural EMS providers, Ms. Colvin, Fire Chief Marty Soeth, and others, and it was determined that any concerns that may arise regarding service level should be shared with Clay County's representative to the Dispatch Center board, Sheriff Bergquist.

Chief Weyland updated the Committee with respect to the rumored relocation of the Dispatch Center. He stated that their board is looking for a long term site that will fit into the overall budget, solve the problem of the Dispatch Center being in two locations, and be more cost effective in the long run. Their board has determined that it would be too expensive to set up in a temporary/short term location.

With respect to the overall operation of the Dispatch Center, Chief Weyland felt the net result of this project will be cheaper than what was in place before. He felt it is still a little early to determine if additional staff will be needed, and what type of staff may be needed (dispatcher vs. support staff).

UPDATE ON MEETINGS WITH COMMUNITIES RE: COUNTYWIDE ECONOMIC DEVELOPMENT PROCESS

The Committee reviewed summaries of the meetings held with community representatives concerning the development of a Countywide Economic Development program. County

Administrator Vijay Sethi highlighted some of the common themes that arose during discussions with each city: competition with other communities, the need for focus in broader areas (unemployment, tax rates, workers compensation, Border Cities Legislation, marketing, lobbying), emphasis on job/business development, cost of doing business, rural quality of life is very important, target specific areas (trade shows, Venture Capital, project financing, increase exposure), there are prime areas for development, funding possibilities through Rural Economic Development, analysis of Economic Development components (infrastructure, housing market, etc.), collaborative ventures with universities, facilitate and coordinate legislation aimed at promoting economic activity in all Clay County, overall scope should include business retention, housing/residential developments, marketing/promotion, assistance with grant writing, financing tools, and clearinghouse of information.

Commissioner Waller commented that Moorhead and Barnesville are ahead in the Economic Development process, so their focus is slightly different. He noted that there was no reluctance on anyone's part to involvement in a Countywide Economic Development program.

Commissioner Campbell commented that while each city wants to protect their own turf, Clay County wants them all to succeed. He stated that he liked the 'tool box' approach, in that each entity could take and use those components which work best for them.

Consensus of the Committee was that Commissioners Brunsvold and Waller meet with County Administrator Vijay Sethi to develop the next plan of action.

Commissioner Waller suggested that the notes from all the meetings be shared with the respective communities.

APPROVAL OF MONTHLY BILLS AND VOUCHERS

On motion by Brunsvold, seconded by McCarthy, and unanimously carried, the Committee approved payment of the monthly bills and vouchers.

VIDEO TAPES RE: GOVERNOR PAWLENTY'S BUDGET PROPOSAL

Consensus of the Committee was that respective staff should view the video tapes describing Governor Pawlenty's budget proposal and give a synopsis to the Board.

60-DAY COMMENT PERIOD FOR WELLHEAD PROTECTION PLAN

Commissioner Campbell noted that the public hearing is this evening regarding the Wellhead Protection Plan and apparently no comments have been submitted to date. He was of the belief that the Plan will come to the County Board for approval following the public hearing.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/LEGISLATIVE UPDATE

Meth Lab Training - The Western Area Cities/Counties Cooperative is sponsoring meth lab training in Moorhead this month.

Communication from State Auditor - The Committee reviewed a communication from the State Auditor with respect to the guidelines for unreserved fund balances.

AMC Conference Information - Commissioner Campbell shared several pieces of information from the AMC Legislative conference, to be discussed in further detail at a later time.

Legislative Steering Committee - Commissioner Waller shared information from the Legislative Steering Committee meeting he attended April 4th.

ADJOURN

The meeting adjourned at 11:35 a.m.

Respectfully submitted,

Vijay Sethi
County Administrator

Jon Evert, Chair
Clay County Board of Commissioners